



November 3, 2020

GATE CITY PLANNING COMMISSION

The regular monthly meeting of the Gate City Planning Commission was held Tuesday, November 3, 2020 at Gate City Town Hall.

CALL TO ORDER:

Vice-Chairman, Vickie Roberts called the meeting to order at 6:01 pm and asked the secretary to call the roll.

ROLL CALL:

MEMBERS PRESENT: Jo Ann Castle, Roger Cassell, Vickie Roberts.

MEMBERS ABSENT: Margaret Falin and Delany Herron.

ALSO PRESENT: Michele Brooks, City Town Attorney and Greg Jones, Gate City Town Manager.

GUESTS PRESENT: Mr. Timothy Pendergrass

DETERMINATION OF A QUORUM:

With three (3) voting members present, the requirements for a quorum are met.

PUBLIC EXPRESSION:

REVIEW AND ADOPTION OF MINUTES:

The minutes from the last regular meeting held October 6, 2020 were presented.

Motion made by Jo Ann Castle and seconded by Roger Cassell to adopt the minutes from October 6, 2020.

VOTING AYE: Jo Ann Castle, Roger Cassell, Vickie Roberts.

VOTING NAY: None

ABSENT: Margaret Falin and Delany Herron.

ABSTAINING: None

MOTION CARRIED

REPORTS:

(A) SECRETARY: Nothing to report.

(B) COMMITTEES:

- 1) Comprehensive Plan: Nothing to report.
- 2) Land Use: Nothing to report
- 3) Subdivision: Nothing to report.
- 4) Zoning: Nothing to report.
- 5) Capital Improvements: Nothing to report.

A) ZONING ADMINISTRATOR:

Mr. Jones will defer his comments to unfinished and finished business.

B) TOWN COUNCIL REPRESENTATIVE MEMBER:

(1) Mr. Cassell stated that Town Council has scheduled a public hearing for proposed Special Exception and Use Permits for 559 Park Street and 639 Park Street, as requested for the Park Street Rehabilitation Project.

C. GATE CITY TOWN ATTORNEY:

Nothing to Report.

UNFINISHED BUSINESS:

- 1) Mr. Jones informed the Commission that the bid for installing fencing on the U. S. 23 N side of Gateway Park has been accepted by Town Council. *Factory to you Fence of Kingsport* reported that due to difficulty in obtaining materials, installation of the fence will be delayed until late January.
- 2) Mr. Timothy Pendergrass came before the Commission to present suggestions for restoration of the Estil Cemetery. Mr. Pendergrass has volunteered his time in recent months to mow and begin the repair of broken stones in the cemetery. Because the cemetery is on the historic register, any further changes will require approval from The Virginia Department of Historic Resources. Mr. Greg Jones will contact this agency for guidelines on historic cemetery restoration.

NOTE: At this time, Margaret Falin arrived at the meeting.

NEW BUSINESS:

- (1) Mr. Jones presented a request from Virginia Department of Highways for the closure of Cross Street and Wilcox Street at the site of the new Park 'N Ride.

On motion by Jo Ann Castle and seconded by Margaret Falin, Planning Commission recommends that Town Council approve the application submitted by Virginia Department of Highways, for closure of Cross Street and Wilcox Street, both adjoining U. S. Hwy 23-S at the site of the proposed construction of a Park 'N' Ride.

VOTING AYE: Jo Ann Castle, Roger Cassell, Margaret Falin and Vickie Roberts.

VOTING NAY: None

ABSENT: Delany Herron

ABSTAINING: None

MOTION CARRIED

ITEMS NOT ON AGENDA:

ADJOURNMENT:

With nothing further to discuss, a motion for adjournment was made by Jo Ann Castle and seconded by Margaret Falin.

VOTING AYE: Jo Ann Castle, Vickie Roberts, Margaret Falin and Vickie Roberts.

VOTING NAY: None

ABSENT: Delany Herron

ABSTAINING: None

MOTION CARRIED

Meeting adjourned at 6:51 pm.



Jo Ann Castle, Secretary



Delany Herron, Chairman
Approved 12-1-2020